

From: [Biggs, Tonia](#)
To: [Bokun, Lisa](#)
Cc: [Ruhl, Lisa](#); [Telleck, Jack](#); [R6HarveyInfo](#)
Subject: FW: TA for deployment / Need a PLAN B
Date: Thursday, September 14, 2017 12:30:15 PM

Lisa:

No edits have been made to my travel. I have been instructed by multiple people that I am not to do my own TA. This needs to get completed now so the approvals can take place. Once my TA is approved I will begin making calls to postpone my roof installation, dental appt and other activities that were to occur in the coming two weeks.

Please send me a lifeline – I need someone that can take care of this for me.

My expenses are:

Daily Parking at DFW at an extended lot. Estimate \$15 day

POV mileage to and from airport 48 miles roundtrip for arrival and departure) Qty 2

Tolls to get to airport and on airport ground (have tolltag) Estimate \$5 each way Qty 2

Gasoline for rental car Estimate \$100

Thank you as always!!

Tonia Biggs
214.665.8551

From: Biggs, Tonia
Sent: Thursday, September 14, 2017 9:26 AM
To: Bokun, Lisa <Bokun.Lisa@epa.gov>
Subject: RE: TA for deployment

Lisa:

Thank you for your email. I do not see where any additional edits have been made to my travel. My branch chief is out for the rest of the week and I need these changes made so I can work the approval process today. I just need to get to YES on this and know that it is done. Thank you for your help!!

Thank you as always!!

Tonia Biggs

214.665.8551

From: Bokun, Lisa
Sent: Wednesday, September 13, 2017 6:24 PM
To: Biggs, Tonia <Biggs.Tonia@epa.gov>
Subject: RE: TA for deployment

Good that you sent this. Did you speak with anyone besides me about your TA issue w/Timber? Before I say something to Craig, I need to know whether any action is taken to amend your TA etc. – if you don't see anything happening with it, please ping me again tomorrow so I can talk with him. Perhaps with your email, she'll reconsider her stance and just do what needs to be done. Keep me posted.

From: Biggs, Tonia
Sent: Wednesday, September 13, 2017 5:54 PM
To: Carter, Timber <Carter.Timber@epa.gov>
Cc: Bokun, Lisa <Bokun.Lisa@epa.gov>
Subject: TA for deployment

Timber:

Hi – I went to the 8th floor in part to get help with Concur. The Concur helpline was just a voice mail today. On the 8th floor they told me I was not to do my own TA.

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POV mileage to and from airport 48 miles roundtrip for arrival and departure) Qty 2

Tolls to get to airport and on airport ground (have tolltag) Estimate \$5 each way Qty 2

Gasoline for rental car Estimate \$100

Tonia Biggs
US EPA Region 6
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